

California Gang Reduction, Intervention and Prevention Program (CalGRIP)

GUIDELINE FOR GRANTEE LOCAL PROJECT EVALUATION

The CalGRIP grant for the period of January 1, 2014 through December 31, 2015, requires a local evaluation plan and a final evaluation. Each CalGRIP project is unique in its approach and the intended results will vary. Therefore, these guidelines have been developed for consideration as the local evaluation plans are developed.

All grantees are required to submit a Local Evaluation Plan to the BSCC by **April 30, 2014** and a Final Local Evaluation by **February 15, 2016**.

Note: *the Evaluation Plan due on April 30, 2014 can be submitted in either a narrative or bulleted format.*

Research Design:

The evaluation should describe the research design used to evaluate the conduct (process evaluation); and evaluate the effectiveness (outcome evaluation) of the project.

- 1. Process Evaluation:** The purpose of this evaluation is to document the program activities that were carried out. A good process evaluation will document the fact that all the activities described in your proposal actually occurred. It typically includes such variables as:
 - The number of participants who entered, and left the program.
 - Tracking participants in terms of: progress in the program; dropouts; successful completions; achievement indicators during the program.
 - Documentation of the services that were provided to each participant.
 - Documentation of the activities of the staff who conducted the program (e.g. in terms of number of staff involved, hours devoted to the program.)

- 2. Outcome Evaluation:** The purpose of the outcome evaluation is to determine if the program worked in terms of achieving the goals you set for the program. Proving that a program worked is not easy. For example, if the goal of the program were the reduction in recidivism, the outcome research design would have to include the following:
 - A strategy for determining whether or not recidivism was lower at the end of the program than before the program began.
 - A rationale for concluding that any reduction in recidivism was due to the program and not some other factor unrelated to the program (e.g. over the last several years, there has been a statewide decline in juvenile arrest, bookings and juvenile hall detention; any program to reduce these variables would have to show reductions over and above the current statewide trends.)

In this section you should list the outcome variables that will be tracked. Describe the method by which you will determine the impact of the program on the outcome measures. You may also want to

include a description of the comparison group eligibility criteria and sample size. Also include the operational definition of all independent and dependent variable. *For Example:* Project Interventions (Independent Variables.) Interventions might include such things as:

- Organizational changes (e.g. staff assignments, organizational development)
- Staff training (e.g. motivational interviewing.)
- New or altered assessment instruments (e.g. for assessing participant needs.)
- Alternatives to secure detention (e.g. home detention with electronic monitoring.)
- Services (e.g. expanded or improved services to participants to reduce recidivism.)

Include in the description of interventions for example:

- The estimated number of participants who will be affected (the number that will receive each type of intervention in the project.)
- The estimated number of participants for whom individual data will be collected and analyzed (e.g. the number of participants for whom data will be entered into a database as individual records.)
- A list of variable that will be included in a participant's participation record (e.g. background data, program participation data, program achievement and completion data, follow-up data.)
- A list of any eligibility criteria such as age, gender, type of offense, etc.

Also, for programs in which participants will be asked or required to enroll (e.g. drug/alcohol treatment), provide program specifics, such as:

- Program components (e.g. training topics, services provided, types of family involvement.)
- Length of the program.
- Eligibility criteria for participation in the program.
- Criteria for successful completion in the program.
- A description of how those who fail to successfully complete the program (e.g. dropouts) will be treated in the research.

If multiple types of interventions will be employed, describe how the separate effects on outcome variables of each type of intervention will be determined, if possible. If not possible, explain how the results will be interpreted given that outcomes might be due to complex interactions among interventions.

Below is additional information that you might consider as part of the overall research plan.

(Note: Most of this information may already be available as part of your grant proposal)

Program Participants:

In some cases the CalGRIP projects are attempting to reduce the number of shootings or reduce the overall crime rate in a particular area. In other cases the projects are targeting specific populations. If the latter, it is important to precisely define the target population for your project. For whom are the program interventions and services intended? As part of your overall evaluation design, you should include the following variables in the description of the target population:

- The estimated number of participants who will be affected (the number that will receive each type of intervention in the program.)
- The estimated number of participants for whom individual data will be collected and analyzed, (i.e. number of participant juveniles for whom data will be entered into a database as individual records.)
- A list of variables that will be included in a participant participation record, (e.g. juvenile background data, program participation data, program achievement and completion data, follow-up data.)
- A list of criteria for participation, (e.g. gender, age, gang affiliation, criminal justice history.)
- The method by which participants will become program participants, (e.g. voluntary participation, outreach recruitment, assignment by school or criminal justice officials.)
- The methods by which potential participants will be assessed as suitable for the program, the methods that will be used to determine which interventions are suitable for each participant (e.g. by using a validated risk/needs assessment instrument.)

Key Dates:

Your evaluation design should also provide the following information:

- The dates when the various components of the project will become operational (e.g. when the interventions will be introduced.)
- The date of the last data gathering regarding interventions and outcomes (e.g. the date of the last gathering of data that will be used in the evaluation research and final report.)